



**Special points of interest:**

- *Assistive technology is now available for individuals with hearing, visual, dexterity, cognitive, and communication impairments.*
- *If you'd like to take an online course on accessibility education and awareness training, you may complete the Accessibility Awareness Training module on SOLAR.*

## **Assistive Technology Available to NASA Employees**

In October 2000, the National Defense Authorization Act granted the Department of Defense Computer/Electronic Accommodations Program (CAP) the authority to provide assistive technology, devices, and services to any department or agency in the Federal government upon the request of the head of the agency. Via this authority, CAP is the Federal government's centrally funded accommodations program, providing assistive technology solutions at no cost to the requesting agency.

Last year, NASA and the Department of

Defense CAP launched a new partnership between the two agencies where NASA's commitment to increase accessibility for employees with disabilities was outlined.

Assistive technology is now available for individuals with hearing, visual, dexterity, cognitive, and communication impairments.

For individuals with visual impairments, for example, there is a wide array of assistive technology devices such as Magnification devices and software, Glare Screens, Scanner/Readers, Screen Readers, Braille

*(cont'd on page 2)*

## **New Courses on SOLAR**

### **e-Payroll WBT** (HR-005-04)

This course instructs managers and administrative personnel on how to log into the Federal Personnel and Payroll System (FPPS) and complete SF-52 actions online.

The training consists of seven modules:

- WebFPPS General Information
- Logon/Logoff
- Initiating a Promotion Action
- Tracking a SF52
- Reassigning a SF52
- Track Within Grade Increase (WGI)
- WGI Notification

At the completion of this module, students should be able to use WebFPPS.

The WebFPPS is a web-enabled presentation of the popular Federal Personnel Payroll System (FPPS). Using a web browser, an authorized individual can access FPPS to perform many of the normal personnel and payroll tasks.

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## National Technical University Offers Online Courses

National Technological University (NTU) offers technical graduate degrees and professional development courses via distance learning. The quality educational programs that meet the needs of working technical professionals include the following:

- Eleven Master's Degree Programs in Engineering, Information Technology, and Business and Management.
- Seven Graduate-Level Certificate-Programs include telecommunications management and systems engineering.
- Hundreds of Professional Development Programs-Short courses and certificate programs, including Fast-Track courses in computer science, project management, and information security.

Areas of interest include:

⇒ Engineering-Integrated Circuits, Optics, Innovation and Change, and Reliability.

⇒ Information Technology-Software Project Management, Programming, Security, and Wireless/Data.

⇒ Business-Management Development and Leadership for the technical professional.

NTU's courses are presented via distance learning format by faculty, staff and experts from the country's leading universities, professional training providers and industry professionals.

NTU is accredited by the Higher Learning Commission and is certified by the International Association of Continuing Education and Training (IACET).

To learn more, visit the NTU website [www.NTU.edu](http://www.NTU.edu) or contact Katie Hykes, Account Manager, [Katie.hykes@ntu.edu](mailto:Katie.hykes@ntu.edu) or 410-695-1187.

*(Note: NTU made a presentation to the e-learning steering committee on July 13, 2004. This article is a follow-up on that presentation.)*

## Assistive Technology Available to NASA Employees (cont'd)

Displays, Portable Note Takers, Braille Embossers, and 19"-21" Monitors.

For cognitive impairments, the following technology/devices are available: Word prediction software, Speech recognition software, Cueing/Memory Aids, Screen Readers, Scanner/Readers, Assistive Listening Devices, and Augmentative Communication Devices.

For communication impairments, there are Symbol-Based Devices, Text-Based Devices, Dynamic Display Devices, Voice Amplifiers, Augmentative Communication Software, Scanner/Readers, Screen Readers, Assistive Listening Devices, Augmentative Communication Devices, and Word Prediction Software.

For the deaf/hard of hearing, there are Teletypewriters (TTYs), PC TTYs, Network TTY, TTY/Voice Carry-Over Telephones, Web Cameras for Video Relay Services (VRS), Signaling Devices, Assistive Listening Devices, and Hearing or Speech Amplification Devices.

Lastly, for individuals with dexterity impairments, assistive technology includes: Alternative Keyboards,

Keyboard Trays, Alternative Pointing Devices, Ergonomic Chair, Speech Recognition Software, Additional Hardware to support speech recognition including Sound Cards and Microphones, Footrest, Monitor Riser, Document Holder, Wrist Rest, Glare Screen, Headsets/Microphones, and Telephone Headset and Handsets.

To learn more about assistive technology and make an accommodations request, visit the CAP website at [www.tricare.osd.mil/cap](http://www.tricare.osd.mil/cap)

If you'd like to take an online course on accessibility education and awareness training, you may complete the Accessibility Awareness Training module on SOLAR. The goal of this module is to provide all NASA employees with an overview of three Sections of the Federal Rehabilitation Act of 1973 that deal specifically with the treatment of people with disabilities.



<https://solar.msfc.nasa.gov>

## Customer Service

Need help using the system to access or complete courses?

Contact the Help Desk at:

Help Desk (256) 544-7600

Toll Free (866) 419-6297

Email: [solar.support@msfc.nasa.gov](mailto:solar.support@msfc.nasa.gov)

Interested in using SOLAR for your training needs?

Please contact:

Dan Costello (816) 304-1902

For technical development questions, please contact:

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## 701 e-Learning Tips from the Masie Center

### Tip #29: e-Learning=Change

*Treat e-Learning as a "Change Initiative," not just another training program. E-Learning will represent a behavior change for most employees so you and your trainers need to act as "change agents." If your organization has a Change Management discipline, use some of the techniques to guide you as you implement.*

If you'd like to read the other 700 tips on e-learning, you may download the entire FREE book (140 pages and 13 megabytes) from the Masie Center at <http://www.masie.com/701tips/>

You can print it out, share it with colleagues or read the PDF file on your computer screen.

## News Bytes

### ► SOLAR Metrics

Cummulative FY04 to July 1<sup>st</sup>, 2004

User Accounts: 68,717

Completed Training Instances (Tests  
Certifications and Tests Taken):

Ethics—3,082

Export Control—1,426

Financial Resource Management—382

HQ—69

Human Resources—333

IT Security—45,144

Occupational Health—328

Safety & Mission Assurance—1,186

Other Courses—19,643

## Letter from the Editor



We hope you enjoy reading this issue of the NASA e-Learning Newsletter. The previous issues are available online at the SOLAR website: <https://solar.msfc.nasa.gov>

A special thank you to the individuals that contributed to this issue: Katie Hykes and Marisa Wofford.

The next publication is due in September.